

BOARD OF SUPERVISORS

Brown County



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**LAND CONSERVATION SUBCOMMITTEE**

Norb Dantine, Chair; Citizen Rep Stan Kaczmarek, Vice Chair  
Amanda Chu, Tom Friberg, Dave Landwehr, Ray Suennen

**LAND CONSERVATION SUBCOMMITTEE**

**TUESDAY, NOVEMBER 24, 2020**

**5:30 PM**

**Duck Creek Center – Public Works Dept.  
2198 Glendale Avenue - Village of Howard**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 13, 2020

**Comments from the Public**

**Land Conservation Department**

1. Budget Status Financial Report for September & October 2020 – Unaudited.
2. Discussion Regarding Waterway Maintenance.
3. Director's Report.
  - a. Northern Pike Restoration Initiative Update.

**Other**

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY**  
**LAND CONSERVATION SUBCOMMITTEE**

Pursuant to Section 18.94 Wis. Stats., a budget and regular meeting of the Brown County Land Conservation Subcommittee was held on Tuesday, October 13, 2020 at the Duck Creek Center – Public Works Dept., 2198 Glendale Avenue, Village of Howard.

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**Present:** Chair Norb Dantine, Vice Chair/Citizen Rep Stan Kaczmarek, Supervisor Amanda Chu, Supervisor Tom Friberg, Supervisor Dave Landwehr, Supervisor Ray Suennen

**Also Present:** Assistant County Conservationist Jon Bechle, Technician Rama Zenz; Director of Administration Chad Weininger, Senior Accountant David Diedrick; Attended Virtually: Internal Auditor Dan Process, Director of Finance Bradley Klingsporn, Communications Coordinator Andrea Holden, Senior HR Generalist Kara Navin, HR Generalist Wendy Wittlin; and other interested parties.

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**I. Call Meeting to Order.**

The meeting was called to order by Chairman Dantine at 5:30 p.m.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Landwehr, seconded by Vice-Chair Kaczmarek to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of August 25, 2020.**

Motion made by Supervisor Chu, seconded by Supervisor Friberg to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

**\*\*BUDGET REVIEW\*\***

**Comments from the Public on Budget Items** None.

**REVIEW OF 2021 DEPARTMENT BUDGET**

**1. Land and Water Conservation – Review of 2021 department budget.**

Pages 201-207 in the proposed budget book.

County Conservationist Mike Mushinski referred to his budget summary handout in the agenda packet and spoke to the four new department initiatives: Silurian Bedrock Performance Standard Implementation, East River Targeted Runoff Management (TRM) Grant Implementation, Initiate and Agricultural Producer Mentorship Program and Engaging Middle Conservation Agriculture Adopters.

Technician Rama Zenz also referred to the handout and briefly spoke to the Revenues and Expenses portion. She informed their federal funding sources for the demo farms were funding 75% of two positions through the contribution agreement plus any practices or innovative things they were going to do through that project. Part of the same contribution was EQIP that funds staff time spent on anything landowners sign up for through NRCS. The Pike Project, they eliminated a position so they don't have a person working on it, so all the money they're getting is going directly into projects. Upper East, they were funding staff, next year it will be close to 100% of that person for the year, which included mileage, buffer and cover crop payments. It will end next year and no possibility to go any longer. State funding sources were holding steady. Permits they were expecting to go down next year because of the farm economy. Fees for inspections, Ag fees that went out annually, and their tree sale. The other funding sources were their agreement with NEW Water for a position through the demo farm plus some extra funding. They were in

talks with Ducks Unlimited for an agreement for the Pike Project.

As for Expenses, a lot of it was staffing. The budget packet shows they are \$20,000 over, she referred to page 206 and noted there was \$20,000 under Special Events. They were taking \$20,000 from the Pike Project and Demo Farm Fund Balance, as it wasn't part of their NRCS grant agreement, but they felt it was important enough to tap into that fund balance.

Landwehr referred to Page 201, under Working Lands Initiative, their estimate in acres was budgeted substantially less and questioned why? Mushinski responded it depends on the conditions, the walk in the fall or spring and staff time to get out there. It's hard to access some of the fields and if the crops come off late, they can't see what is out there. They are eligible until they are deemed ineligible and it was a 4-year cycle. This year in spring, because of COVID, they all used their collector app and did 27,000 acres. It was all about ability to get out and timing. It was relatively dryer this spring. There were so many things that went into that number, historically they were at about eight, and they've been more successful getting some of those fields walked. This year they had a couple interns that were very productive too.

Referring to Kaczmarek, Zenz informed there were 90,000-100,000 acres in the Working Lands Initiative. They had about 630 participants. Mushinski noted the priorities ones were if they find things and had to go back and give them the schedule of compliance.

**Motion made by Supervisor Landwehr, seconded by Vice-Chair Kaczmarek to send the budget to County Board. Vote taken. MOTION CARRIED UNANIMOUSLY**

- a. **Resolution Approving New or Deleted Positions During the 2021 Budget Process in the Land and Water Conservation Department – Table of Organization.**

Currently the LTE-Intern position is budgeted at 960 hours for 2020. For the 2021 budget, they would like to increase hours to 1,440. In 2020, 60% of the position was funded by grants through the US Fish & Wildlife Service and the US Department of Agriculture. They are anticipating that in 2021 grants will cover 50% of the LTE-Intern position. The position of Project Manager West Shore was recently vacated due to retirement (5/29/20). Existing staff will assume the responsibilities of the vacated position. Delete 0.50 Project Mgr. West Shore position; Delete a 0.46 LTE Intern position; Add 0.68 LTE Intern position.

**Motion made by Supervisor Landwehr, seconded by Supervisor Friberg to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

## **NON-BUDGET ITEMS**

**Comments from the Public on Regular Items** None.

### **Land Conservation Department**

1. **Budget Status Financial Report for August 2020 – Unaudited.**

Mushinski informed they were doing very well financially, revenues were higher than expenses.

**Motion made by Supervisor Chu, seconded by Vice-Chair Kaczmarek to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

2. **Budget Adjustment Request (20-071): Any increase in expenses with an offsetting increase in revenue.**

A donation of \$22,125 was made to the Demonstration Farm Project by the Community Foundation of the Fox Valley Region for the purchase of an air seeder (farm equipment). This equipment will help in furthering the efforts of the project throughout Brown County. Also, it was determined that rental equipment will not be needed for the project in 2020, so the corresponding grant revenue will also need to be decreased.

**Motion made by Supervisor Landwehr, seconded by Supervisor Suennen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**3. Director's Report.**

Mushinski had nothing additional to report. In January or February he will bring forward their work plan along with all the numbers from the past year.

**Motion made by Supervisor Suennen, seconded by Supervisor Friberg to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Other**

**4. Such Other Matters as Authorized by Law.**

Kaczmarek briefly spoke to safety concern with a truck, Mushinski stated he would check into it.

**5. Adjourn.**

**Motion made by Supervisor Landwehr, seconded by Stan Kaczmarek to adjourn at 5:52 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

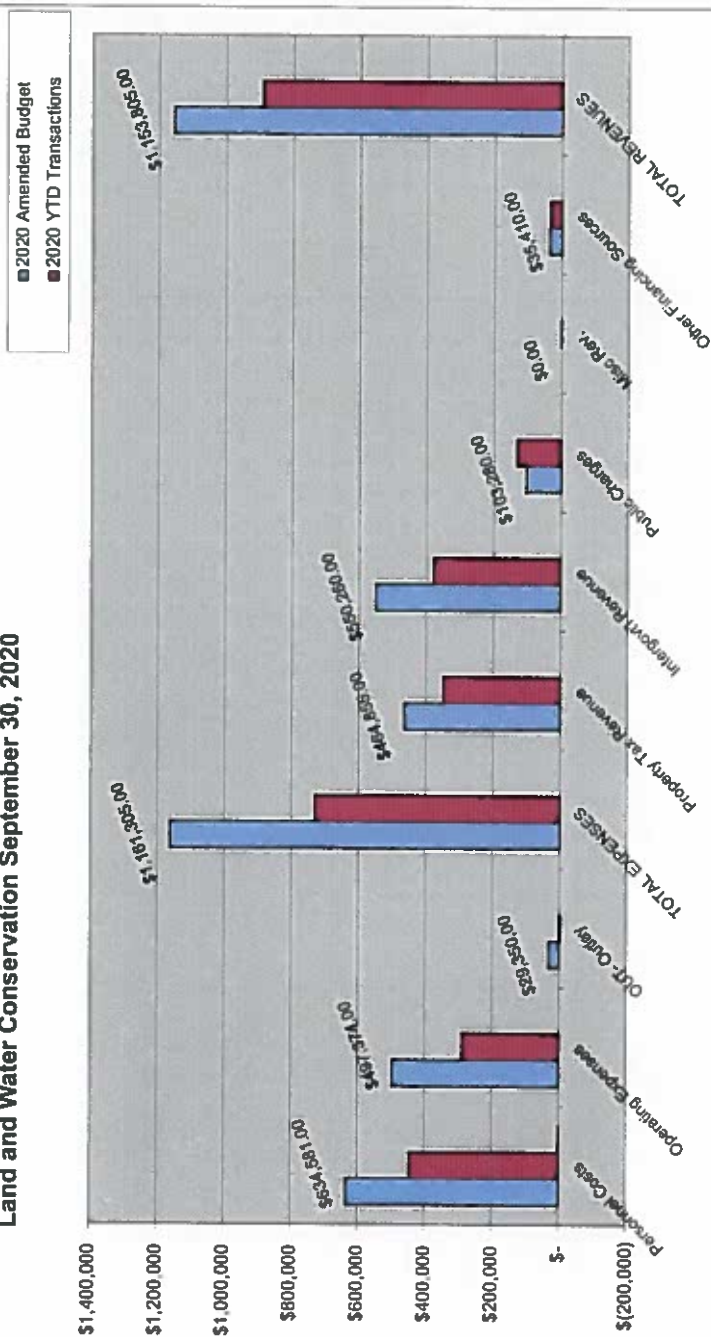
Respectfully submitted,

Alicia A. Loehlein  
Administrative Coordinator

**Brown County Land & Water Conservation  
Budget Status Report (unaudited)  
September 30, 2020**

	<u>2020 Amended Budget</u>	<u>2020 YTD Transactions</u>	<u>2019 Amended Budget</u>	<u>2019 YTD Transactions</u>
Personnel Costs	\$634,581.00	\$444,467.88	\$755,190.00	\$503,113.02
Operating Expenses	\$497,374.00	\$288,750.60	\$380,545.00	\$188,014.90
OUT- Outlay	\$29,350.00	-\$3,050.00	\$40,995.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$1,161,305.00</b>	<b>\$730,168.48</b>	<b>\$1,176,730.00</b>	<b>\$691,127.92</b>
Property Tax Revenue	\$464,855.00	\$348,641.28	\$469,105.00	\$351,828.72
Intergov't Revenue	\$550,260.00	\$378,317.20	\$582,456.00	\$336,319.40
Public Charges	\$103,280.00	\$130,320.64	\$118,000.00	\$108,946.92
Misc Rev.	\$0.00	\$289.23	\$5,639.00	\$4,530.00
Other Financing Sources	\$35,410.00	\$33,580.00	\$1,830.00	\$9,969.00
<b>TOTAL REVENUES</b>	<b>\$1,153,805.00</b>	<b>\$891,148.35</b>	<b>\$1,177,030.00</b>	<b>\$811,594.04</b>

**Land and Water Conservation September 30, 2020**



**Brown County Land & Water Conservation**  
**Budget Status Report (unaudited)**  
 October 31, 2020

	<u>2020 Amended</u>	<u>2020 YTD</u>		<u>2019 Amended</u>	<u>2019 YTD</u>
	<u>Budget</u>	<u>Transactions</u>		<u>Budget</u>	<u>Transactions</u>
Personnel Costs	\$634,581.00	\$516,187.81	Personnel Costs	\$755,190.00	\$557,508.14
Operating Expenses	\$497,374.00	\$332,575.66	Operating Expenses	\$380,545.00	\$262,748.90
OUT - Outlay	\$29,350.00	-\$3,050.00	OUT - Outlay	\$40,995.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$1,161,305.00</b>	<b>\$845,713.47</b>	<b>TOTAL EXPENSES</b>	<b>\$1,176,730.00</b>	<b>\$820,257.04</b>
Property Tax Revenue	\$464,855.00	\$387,379.20	Property Tax Revenue	\$469,105.00	\$390,920.80
Intergov't Revenue	\$550,260.00	\$415,146.61	Intergov't Revenue	\$582,456.00	\$412,445.85
Public Charges	\$103,280.00	\$134,680.45	Public Charges	\$118,000.00	\$108,717.35
Misc Rev.	\$0.00	\$289.23	Misc Rev.	\$5,639.00	\$5,136.65
Other Financing Sources	\$35,410.00	\$33,580.00	Other Financing Sources	\$1,830.00	\$9,969.00
<b>TOTAL REVENUES</b>	<b>\$1,153,805.00</b>	<b>\$971,075.49</b>	<b>TOTAL REVENUES</b>	<b>\$1,177,030.00</b>	<b>\$927,189.65</b>

**Land and Water Conservation October 31, 2020**

